

## Course Information Document: Undergraduate

For students starting in Academic Year 2018/2019

### 1. Course Summary

<b>Names of programme(s) and award title(s)</b>	BA (Hons) Sociology BA (Hons) Sociology with International Year (see Annex A for details)
<b>Award type</b>	Single Honours
<b>Mode of study</b>	Full time
<b>Framework of Higher Education Qualification (FHEQ) level of final award</b>	Level 6
<b>Duration</b>	3 years 4 years with International Year
<b>Location of study</b>	Keele University – main campus
<b>Accreditation (if applicable)</b>	Not applicable
<b>Regulator</b>	Higher Education Funding Council for England (HEFCE)
<b>Tuition Fees</b>	<b>UK/EU students:</b> Fee for 2018/19 is £9,250*  <b>International students:</b> Fee for 2018/19 is £14,000**  The fee for the international year abroad is calculated at 15% of the standard year fee
<b>Additional Costs</b>	Refer to section 15

**How this information might change:** Please read the important information at <http://www.keele.ac.uk/student-agreement/>. This explains how and why we may need to make changes to the information provided in this document and to help you understand how we will communicate with you if this happens.

### 2. What is a Single Honours programme?

The Single Honours programme described in this document allows you to focus more or less exclusively on Sociology. In keeping with Keele's commitment to breadth in the curriculum, the programme also gives you the opportunity to take some modules outside Sociology, in other disciplines and in modern foreign languages as

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\* These fees are regulated by Government. We reserve the right to increase fees in subsequent years of study in response to changes in government policy and/or changes to the law. If permitted by such change in policy or law, we may increase your fees by an inflationary amount or such other measure as required by government policy or the law. Please refer to the accompanying Student Terms & Conditions. Further information on fees can be found at <http://www.keele.ac.uk/studentfunding/tuitionfees/>

\*\* We reserve the right to increase fees in subsequent years of study by an inflationary amount. Please refer to the accompanying Student Terms & Conditions for full details. Further information on fees can be found at <http://www.keele.ac.uk/studentfunding/tuitionfees/>

part of a 360-credit Honours degree. Thus it enables you to gain, and be able to demonstrate, a distinctive range of graduate attributes.

### **3. Overview of the Programme**

The central philosophy of the Sociology programme revolves around the importance of active learning. Given that Sociology is a discipline that requires students to think about the society they inhabit and the human relations they experience every day, we believe that it is important that students learn to think about scholarly material in relation to the everyday world so that they can better understand their own social situation. This philosophical approach is embedded in the programme in the form of a range of formative and summative assessments, which are designed to help students develop problem-solving skills. Beyond the programme's assessment regime, the teaching group seeks to encourage active learning and enable student choice by balancing students' study of the sociological canon with the provision of a range of elective modules offered by research active staff. Internal to this progression from compulsory to elective content, the programme also includes a shift from a teaching-based to research-led approach to learning, which sees students become independent learners. In this respect, the programme has been designed to guide students from a teaching-based format in Year 1, where they are introduced to core materials and study skills, through to a research-based approach in Year 3, where they are encouraged to develop taught content through wide-ranging independent study.

### **4. Aims of the Programme**

The broad aims of the programme are to enable you to:

- Think critically about the social world and develop social explanations of a wide range of phenomena
- Communicate sociological explanations to diverse audiences through both written and oral presentations
- Employ advanced analytical skills in the understanding and application of sociological evidence and theory
- Develop further analytical, learning, and social skills that may be employed in a variety of different real world contexts

### **5. What you will learn**

Students who complete all three years of the Programme and graduate with a BA (Hons) in Sociology as a Single Honours subject will be able to:

- Employ a sociological imagination to explain private events in terms of public situations and develop sociological accounts of everyday life.
- Demonstrate knowledge of sociological thought and social theory and use this to analyse substantive social problems.
- Explain the relationship between research strategies and sociological problems and use this ability to make judgements about the relevance of different research strategies to particular sociological problems.
- Evaluate sociological ideas in the context of real-life ethical, social, political and policy issues.
- Report, interpret, and analyse raw data (both sociological, common-sense and media) in a variety of sociological contexts.
- Communicate ideas and arguments effectively in written form.

In their focus upon theory and methods, the outcomes of the Sociology Programme are in line with the Sociology Subject Benchmark Statement of the Quality Assurance Agency for Higher Education.

## 6. How is the Programme taught?

Learning and teaching methods used on the programme vary according to the subject matter and level of the module. The programme is taught by lectures, seminars, workshops, independent study, supervision, and supported by the KLE (Keele Virtual Learning Environment). These learning and teaching methods enable students to achieve the learning outcomes of the programme in a variety of ways.

Lecture and teaching methods include the following:

- **Lectures** enable the communication of core materials on modules and are central to the teaching of modules at years 1, 2, and 3.
- **Seminars** accompany lectures on modules in years 1, 2 and 3. They provide students with the opportunity to discuss lecture content and key readings with a tutor. Seminars can include activities such as close readings, open discussions, and student-led debates, moderated by the tutor. These activities take place in groups of approximately 15-20 students with one tutor.
- **Workshops** enable the simultaneous communication and discussion of module material. These take the form of two hour classes of around 30 students.
- **Independent study** forms a core component at every level of the programme. Students are expected to become increasingly independent over the course of the programme.
- **Supervision** accompanies independent study in order to provide students with a point of contact in the programme teaching group. Supervision takes the form of one-to-one student-tutor discussion in office hours at all levels of the programme and support by a member of staff for students who choose to take the dissertation module in Sociology in year three.
- **Web-based learning** using the Keele Learning Environment (KLE): the KLE is an online learning environment used to give students easy access to a wide range of resources including interactive reading lists, lecture notes, assessment questions and guidance, and other resources.

Apart from these formal activities, students are also provided with regular opportunities to talk through particular areas of difficulty, and any special learning needs they may have, with their Personal Tutors or module lecturers on a one-to-one basis.

## 7. Teaching Staff

The permanent teaching staff of the Sociology Programme consists of a Reader, a number of Senior Lecturers and Lecturers. All current members of staff have doctorates in Sociology or closely related disciplines, such as Anthropology. Moreover, six of the group have professionally accredited teaching qualifications. All members of the teaching staff are research active members of the Centre for Social Policy in the Social Science Research Institute and publish books and articles on international presses and in international journals. The teaching group also has extensive experience of teaching at undergraduate and postgraduate level at universities in the UK, Europe, the United States, Canada, West Africa, and Japan.

The University will attempt to minimise changes to our core teaching teams, however, delivery of the programme depends on having a sufficient number of staff with the relevant expertise to ensure that the programme is taught to the appropriate academic standard.

Staff turnover, for example where key members of staff leave, fall ill or go on research leave, may result in changes to the programme's content. The University will endeavour to ensure that any impact on students is limited if such changes occur.

## 8. What is the Structure of the Programme?

The academic year runs from September to June and is divided into two semesters. The number of weeks of teaching will vary from course to course, but you can generally expect to attend scheduled teaching sessions between the end of September and mid-December, and from mid-January to the end of April.

Our degree courses are organised into modules. Each module is usually a self-contained unit of study and each is usually assessed separately with the award of credits on the basis of 1 credit = 10 hours of student effort. An outline of the structure of the programme is provided in the tables below.

There are three types of module delivered as part of your programme. They are:

- Compulsory modules – a module that you are required to study on this course;
- Optional modules – these allow you some limited choice of what to study from a list of modules;
- Elective modules – a free choice of modules that count towards the overall credit requirement but not the number of subject-related credits.

A summary of the credit requirements per year is as follows, with a minimum of 90 subject credits (compulsory plus optional) required for each year.

Year	Compulsory	Optional		Electives	
		Min	Max	Min	Max
1	90	0	0	30	30
2	60	30	60	0	30
3	30	60	90	0	30

### Module lists

#### Year 1 (Level 4)

Compulsory modules	Credits	Optional modules	Credits
Social Inequalities in the Contemporary World	15	Two further modules from the other modules available in the Faculty	30
Mediated World	15		
Investigating Social Issues	15		
Classical Sociology	15		
The Anthropological Imagination	15		
Researching British Society	15		

#### Year 2 (Level 5)

Compulsory modules	Credits	Optional modules	Credits
Producing Sociological Knowledge	15	Sociology Work Placement	15
Contemporary Social Theory	15	Families and Households: Diversity and Change	15
Research Methods	15	Health and Society	15
Globalisation and its Discontents	15	Social Movements	15
		City, Culture, Society	15
		Witchcraft, Zombies and Social Anxiety	15
		'Race', Racism and Resistance	15
		Cultures of Consumption	15

#### Year 3 (Level 6)

Compulsory modules	Credits	Optional modules	Credits
Dissertation	30	Home: Belonging, Locality and Material Culture	15
		Gender and Consumption	15
		Moving People: Migration, Emotion, Identity	15
		The Virtual Revolution: New Technologies, Culture and Society	15

		Streets, Skyscrapers, Slums: The City in Social, Cultural, and Historical Context	15
		Sociology of Parenting and Early Childhood	15
		Sex, Death, Desire: Psychoanalysis in Social Content	15
		The Ecological Imagination: Environment and Society	15
		Celebrity	15

A selection of the optional modules listed will be offered annually for students in years two and three. Additionally, students are able to select up to two elective modules in each year of study. The elective modules can include modern foreign languages at different levels in French, German, Spanish, Russian, Italian, Japanese, and Chinese (Mandarin).

For further information on the content of modules currently offered, including the list of elective modules, please visit: [www.keele.ac.uk/recordsandexams/az](http://www.keele.ac.uk/recordsandexams/az)

## 9. Final and intermediate awards

Credits required for each level of academic award are as follows:

<b>Honours Degree</b>	360 credits	You will require at least 120 credits at levels 4, 5 and 6  You must accumulate at least 270 credits in Sociology (out of 360 credits overall), with at least 90 credits in each of the three years of study, to graduate with a named single honours degree in Sociology.
<b>Diploma in Higher Education</b>	240 credits	You will require at least 120 credits at level 4 or higher and at least 120 credits at level 5 or higher
<b>Certificate in Higher Education</b>	120 credits	You will require at least 120 credits at level 4 or higher

**Sociology with International Year:** in addition to the above students must pass a module covering the international year in order to graduate with a named degree in Sociology with international year. Students who do not complete, or fail the international year, will be transferred to the three-year Sociology programme.

## 10. How is the Programme assessed?

The wide variety of assessment methods used within Sociology at Keele reflects the broad range of knowledge and skills that are developed as you progress through the degree programme. Teaching staff pay particular attention to specifying clear assessment criteria and providing timely, regular and constructive feedback that helps to clarify things you did not understand and helps you to improve your performance. The following list is representative of the variety of assessment methods used within Sociology:

- **Essays** provide students with the opportunity to formulate arguments and develop ideas using evidence obtained from library research or other valid sources. As such, the essay assessment enables students to develop their research skills, which involve the ability to sort legitimate from illegitimate source materials, and other academic conventions, such as referencing.
- **Unseen examinations** test students' knowledge of a particular subject, their understanding of ideas and theories, their ability to mobilise theories and concepts beyond the first context, and centrally their ability to formulate a coherent argument in a limited amount time. The Sociology programme employs two hour exams to test students on a variety of modules

- **Reports** enable students to learn how to organise and distil information into a clear and coherent written format and consequently develop their employability skills in this area
- **Reflexive Reports** require students to write a reflexive account of their experience of a module explaining the content of lectures, seminar discussions, and their own personal and academic development. The purpose of this assessment is to encourage students to reflect on their own experiences in order to become more successful learners
- **Book Reviews** test students' ability to summarise the key points of scholarly work and evaluate the arguments of particular authors in light of the sociological tradition
- **The Research Proposal** requires students to develop an independent research project and think through theoretical problems surrounding methodology and practical concerns relating to, for example, availability of sample, financial restrictions, and time limits. Again, this form of assessment is key to the development of independent research skills and a portfolio of employability skills
- **Oral Presentations** assess students' subject knowledge and understanding. They may also test their ability to work effectively as members of a team, to communicate what they know orally and visually, and to reflect on these processes as part of their own personal development
- **Posters:** since the presentation of material in essay or report form is not always appropriate, it is important that students have the capacity to make use of visual aids to communicate ideas. The poster format enables students to synthesise visual and written material to analyse a particular area of sociological study
- **The Dissertation** allows students to undertake a significant piece of their own research under supervision by a research-active member of staff and make use of their theoretical and practical learning on the programme to formulate this significant piece of work

Marks are awarded for summative assessments designed to assess your achievement of learning outcomes. You will also be assessed formatively to enable you to monitor your own progress and to assist staff in identifying and addressing any specific learning needs. Feedback, including guidance on how you can improve the quality of your work, is also provided on all summative assessments within three working weeks of submission, unless there are compelling circumstances that make this impossible, and more informally in the course of seminar discussions.

## 11. Contact Time and Expected Workload

This contact time measure is intended to provide you with an indication of the type of activity you are likely to undertake during this programme. The data is compiled based on module choices and learning patterns of students on similar programmes in previous years. Every effort is made to ensure this data is a realistic representation of what you are likely to experience, but changes to programmes, teaching methods and assessment methods mean this data is representative and not specific.

Undergraduate courses at Keele contain an element of module choice; therefore, individual students will experience a different mix of contact time and assessment types dependent upon their own individual choice of modules. The figures below are an example of activities that a student may expect on your chosen course by year/stage of study. Contact time includes scheduled activities such as: lecture, seminar, project supervision, demonstration, practical classes and labs, supervised time in labs/workshop, fieldwork and external visits. The figures are based on 1,200 hours of student effort each year for full-time students.

Activity	Year 1 (Level 4)	Year 2 (Level 5)	Year 3 (Level 6)
Scheduled learning and teaching activities	16%	14%	13%
Guided independent Study	84%	86%	87%
Placements	0%	0%	0%

## 12. Accreditation

This programme does not have accreditation from an external body.

## 13. Regulations

The University Regulations form the framework for learning, teaching and assessment and other aspects of the student experience. Further information about the University Regulations can be found at: <http://www.keele.ac.uk/student-agreement/>

### Course Regulations

A student who has completed a semester abroad will not normally be eligible to transfer onto the International Year option.

## 14. Other learning opportunities

### **Study abroad (semester)**

Students on the Sociology programme have the potential opportunity to spend a semester abroad in their second year studying at one of Keele's international partner universities.

Exactly which countries are available depends on the student's choice of degree subjects. An indicative list of countries is on the website (<http://www.keele.ac.uk/studyabroad/partneruniversities/>); however this does not guarantee the availability of study in a specific country as this is subject to the University's application process for studying abroad.

No additional tuition fees are payable for a single semester studying abroad but students do have to bear the costs of travelling to and from their destination university, accommodation, food and personal costs. Depending on the destination they are studying at additional costs may include visas, study permits, residence permits, and compulsory health checks. Students should expect the total costs of studying abroad to be greater than if they study in the UK, information is made available from the Global Education Team throughout the process, as costs will vary depending on destination

Whilst students are studying abroad any Student Finance eligibility will continue, where applicable students may be eligible for specific travel or disability grants. Students studying in Erasmus+ destinations may be eligible for grants as part of this programme. Students studying outside of this programme may be eligible for income dependent bursaries at Keele.

Students travel on a comprehensive Keele University insurance plan, for which there are currently no additional charges. Some governments and/or universities require additional compulsory health coverage plans; costs for this will be advised during the application process.

### **Study Abroad (International Year)**

A summary of the International Year, which is a potential option for students after completion of year 2 (Level 5), is provided at Annex A.

## 15. Additional costs

Activity	Estimated cost
Field courses - compulsory	£0
Field courses – optional fieldtrip in the local area or to a nearby City	£20
Equipment	£0
Travel - for students taking optional module 'Sociology Work Placement' – travel to and from placements (when required)	£30
Other additional costs	£0
<b>Total estimated additional costs</b>	<b>£50</b>

These costs have been forecast by the University as accurately as possible but may be subject to change as a result of factors outside of our control (for example, increase in costs for external services). Forecast costs are reviewed on an annual basis to ensure they remain representative. Where additional costs are in direct control of the University we will ensure increases do not exceed 5%.

As to be expected there will be additional costs for inter-library loans and potential overdue library fines, print and graduation.

We do not anticipate any further costs for this undergraduate programme.

## 16. Document Version History

**Date of first approved version (v1.0):** 19<sup>th</sup> September 2017

### Revision history

Version number <sup>1</sup>	Author	Date	Summary of and rationale for changes

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<sup>1</sup> 1.1, 1.2 etc. are used for minor changes and 2.0, 3.0 etc. for major changes (as defined in the University's Guidance on processes supporting curriculum changes)



## Annex A

### Sociology with International Year

International Year Programme
<p>Students registered for Single Honours Sociology may either be admitted for or apply to transfer during their period of study at Level 5 to the Single Honours 'Sociology with International Year'. Students accepted onto this programme will have an extra year of study (the International Year) at an international partner institution after they have completed Year 2 (Level 5) at Keele.</p> <p>Students who successfully complete both the second year (Level 5) and the International Year will be permitted to progress to Level 6. Students who fail to satisfy the examiners in respect of the International Year will normally revert to the BA (Hons) Sociology and progress to Level 6 on that basis. The failure will be recorded on the student's final transcript.</p> <p>Study at Level 4, Level 5 and Level 6 will be as per the main body of this document. The additional detail contained in this annex will pertain solely to students registered for 'Sociology with International Year'.</p>
International Year Programme Aims
<p>In addition to the programme aims specified in the main body of this document, the international year programme of study aims to provide students with:</p> <ol style="list-style-type: none"><li>1. Personal development as a student and a researcher with an appreciation of the international dimension of their subject</li><li>2. Experience of a different culture, academically, professionally and socially</li></ol>
Entry Requirements for the International Year
<p>Students may apply to the 4-year programme during Level 5. Admission to the International Year is subject to successful application, interview and references from appropriate staff.</p> <p>The criteria to be applied are:</p> <ul style="list-style-type: none"><li>• Academic Performance (an average of 60% across all modules at Level 5 is normally required)</li><li>• General Aptitude (to be demonstrated by application for study abroad, interview during the 2<sup>nd</sup> semester of year 2 (Level 5), and by recommendation of the student's personal tutor, 1<sup>st</sup> and 2<sup>nd</sup> year tutors and programme director)</li></ul>
Student Support
<p>Students will be supported whilst on the International Year via the following methods:</p> <ul style="list-style-type: none"><li>• Phone or Skype conversations with Study Abroad tutor, in line with recommended Personal Tutoring meeting points.</li><li>• Support from the University's Global Education Team</li></ul>
Learning Outcomes
<p>In addition to the learning outcomes specified in the main text of this document, students who complete a Keele undergraduate programme with International Year will be able to:</p> <ol style="list-style-type: none"><li>a. Describe, discuss and reflect upon the cultural and international differences and similarities of different learning environments</li><li>b. Discuss the benefits and challenges of global citizenship and internationalisation</li><li>c. Explain how their perspective on their academic discipline has been influenced by locating it within</li></ol>

an international setting.

In addition, students who complete Sociology with International Year will be able to:

- d. Describe, discuss and reflect upon the cultural and international differences and similarities of different learning environments
- e. Discuss the benefits and challenges of global citizenship and internationalisation
- f. Explain how their perspective on their academic discipline has been influenced by locating it within an international setting

These learning outcomes will all be assessed by the submission of a satisfactory individual learning agreement, the successful completion of assessments at the partner institution and the submission of the reflective portfolio element of the international year module.

### **Course Regulations**

Students registered for the Sociology with International Year are subject to the course specific regulations (if any) and the University regulations. In addition, during the International Year, the following regulations will apply:

Students undertaking the International Year must complete 120 credits, which must comprise *at least 40%* in the student's discipline areas.

This may impact on your choice of modules to study, for example you will have to choose certain modules to ensure you have the discipline specific credits required.

Students are barred from studying any Sociology module with significant overlap to Level 6 modules to be studied on their return. Significant overlap with Level 5 modules previously studied should also be avoided.

### **Additional costs for the International Year**

Tuition fees for students on the International Year will be charged at 15% of the annual tuition fees for that year of study, as set out in Section 1. The International Year can be included in your Student Finance allocation, to find out more about your personal eligibility see: [www.gov.uk](http://www.gov.uk)

Students will have to bear the costs of travelling to and from their destination university, accommodation, food and personal costs. Depending on the destination they are studying at additional costs may include visas, study permits, residence permits, and compulsory health checks. Students should expect the total costs of studying abroad be greater than if they study in the UK, information is made available from the Global Education Team throughout the process, as costs will vary depending on destination.

Students studying in Erasmus+ destinations may be eligible for grants as part of this programme. Students studying outside of this programme may be eligible income dependent bursaries at Keele.

Students travel on a comprehensive Keele University insurance plan, for which there are currently no additional charges. Some Governments and/or universities require additional compulsory health coverage plans; costs for this will be advised during the application process.